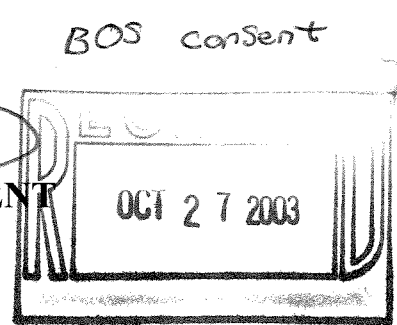


ACTON MUNICIPAL PROPERTIES DEPARTMENT

INTERDEPARTMENTAL COMMUNICATION



To: Don P. Johnson, Town Manager

Date: 10/24/03

From: Dean A. Charter, Municipal Properties Director

Subject: Donation of Greens

As has been the case for many years, I would like to donate a truckload of evergreen boughs to the Town of Acton to be used by the Acton Garden Club to decorate the flower boxes located on public property around town. If this is approved, I would cut the green on my property on my own time, and ask only that the Municipal Properties crew and a truck be made available to haul the material from my yard to a convenient location where the Garden Club members can pick them up.

If approved, the greens will be hauled in early November.